

How to Use GALILEO

Accessing GALILEO

- **Inside the Library** - Go to **E-Resources** on the Library's Home Page and click on **Databases (Alphabetical)** to find **GALILEO**. Click to open the **GALILEO Home Page**.
- **Outside the Library** - You will need to complete the one time registration process for **Remote Access to the Library** in order to access GALILEO from remote locations. Online registration forms can be completed anywhere on campus at:

<http://www.auctr.edu/eresources/remotearchive.html>

Need Information Fast?

- GALILEO provides access to two multi-database search services that allow you to search thousands of journals (many of which are full-text) at the same time:
 - **Academic Search Premier (at EBSCOhost)**
 - **Research Library (at ProQuest)**
- Users also have the option to select one specific database to search. Simply select the **Databases A-Z** tab located in the top right corner of the GALILEO Homepage or type the name of your database into the box under **Find a Database by Name** in the lower left corner of the GALILEO Homepage.
- GALILEO provides another list of databases (grouped by broad subject categories) for those users who do not have a specific database in mind, but who want to limit their search to databases relevant to their topic. **Subject Category tabs** are located along the top of the GALILEO Homepage.

Search GALILEO

- **Basic Search** – the basic search screen allows users to input a few keywords or phrases. Results may be limited by: full-text articles, scholarly or peer-reviewed journals, publication date, publication type, publication names, a certain number of pages, or articles with images.
- **Advanced Search** – the advanced search screen allows users to utilize **Boolean Operators** to retrieve relevant information:
 - **AND** – combines all of the search terms entered and retrieves documents that contain both terms ... e.g., **child AND abuse**.

- **OR** – combines search terms and retrieves documents that contain at least one of the search terms ... e.g., **child OR kids**
- **NOT** – excludes certain terms and retrieves documents that do not contain the entered term(s) ... e.g. **nuclear energy NOT radiation**

Other advanced search options are available. Click on the **Search Tips** link for more information.

Options for Saving Search Results

GALILEO provides a number of options to user for saving search results. Full-text articles are provided in either html or PDF format. Some publications provide bibliographic citations only. Users may

- **Print** selected articles from their computers
- **Save** selected articles to a disk
- **Email** selected articles to their email address

Note: Some databases may have restrictions that impact the way search results can be saved.

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